



# **Worcestershire Council for Voluntary Youth Services**



## **ANNUAL GENERAL MEETING**



**27th  
SEPTEMBER  
2006**



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**Charity Number 1092137**



# ***Worcestershire Council for Voluntary Youth Services***

## **ANNUAL GENERAL MEETING**

**Wednesday 27<sup>th</sup> September 2006**

**Shire's Farm, Hawford, Worcester**

**7.00pm**

Welcome – Lionel Hill, Worcestershire Federation  
of Young Farmers' Clubs

### AGM

1. Introductions – Michael Hunter, Chairman WCVYS
2. Apologies
3. Minutes of Annual General Meeting held on  
Monday 26<sup>th</sup> September 2005
4. Matters Arising
5. Presentation of Annual Report
6. Election of Officers and Committee
7. Appointment of Auditors
8. Any Other Business (Chairman to be notified prior to  
meeting)

**7.30pm**

Cllr Liz Eyre, Worcestershire County Council Cabinet  
Member with Responsibility for Children and Young People

**7.40pm**

Steve Bull, Government Office West Midlands

- The Youth Opportunity Fund (known in the county as  
FLOSS)
- The Youth Capital Fund (known in the county as Dabid)

**7.50pm**

Keeping It Safe

**7.55pm**

Youth Work in Action

Close

**8.30 pm**

Refreshments



# **Worcestershire Council for Voluntary Youth Services**

**Minutes of the Annual General Meeting  
held on Monday 26<sup>th</sup> September 2005  
at Stoke Prior Village Hall, Hanbury Road, Stoke Prior  
at 7.00pm**

**Present:** see list attached

**Apologies:** see list attached

## **1. Welcome**

Michael Hunter, the Chairman, welcomed all members, young people and guests, saying that it was good to see some familiar faces and some new ones.

**Michael welcomed:-**

**Civic Dignitaries:-**

Councillor Jill Dyer, MBE - Bromsgrove District Council

Councillor Stephen Williams - Wyre Forest District Council

Councillor Mike Chalk - Redditch Borough Council

**And Guests:-**

Bridget Cooper – Head of Youth Services, Worcestershire County Council

Jenny Murray – Area Democracy Officer, Worcestershire County Council

Members of the Youth Cabinet

## **2. Minutes of 2004 AGM**

The minutes of the meeting held on Thursday 23<sup>rd</sup> September 2004 were agreed as a true record. Proposed by Jill Dyer, seconded by David Warrington. Michael signed the minutes. There were no matters arising from the minutes.

## **3. Annual Report**

Michael introduced the annual report which was available to all present and said that he would not go through it in detail but would highlight some of the major achievements and would take any questions at the end. Michael highlighted the following points:

Partnership Working:

Michael said that this continues to develop and evolve as it has done for the past 20 years or more. Michael was delighted that for probably the first time WCVYS had the pleasure of having the Head of the statutory Youth Service in Worcestershire to speak at the AGM and he knew that Bridget Cooper will be go into greater depth about the joint statutory and voluntary partnership later in the meeting.

## Involvement of Young People in Management and Running of Youth Groups:

Michael said that although this is not a new concept it is something which we, as adults, have to work at to ensure it is fully developed. Michael cited a couple of examples including one involving a group of 6 /7 year olds. This is not an easy task, but helping young people to make decisions is an important aspect of many programmes in youth groups. Young people often know what they want and just need a little adult support to get there. Indeed WCVYS has supported a group of young people to start up their own youth club!

Michael said it was more difficult for organisations such as WCVYS who do not work directly with young people to involve young people effectively in its decision making – but it can work here too and we need to work at it.

### Services to Young People Board:

This board has met several times with some Youth MPs and Youth Cabinet Members. Michael found these meetings 'refreshing' with the young people asking questions, and considering bids in a very open and honest way. They tended not to come with lots of 'baggage' and considered each bid on its merits and made sure that their views were heard. Michael said that the success of the Youth Cabinet and YMPs shows what can be achieved with a little effort and planning. He encouraged members to get involved in the next round of elections. This is an important training ground for young people. Michael encouraged everyone to chat to the young people, YMPs and cabinet members, after the business part of the meeting.

Michael said that there has been an increased work load for staff this year particularly around strategic developments. He thanked Cathy, Dave and Jo for their continuing good work.

## **4. Financial Report**

Phil Weston, the WCVYS Treasurer, presented the report, which is in the pack as per the Charity Commission guidelines. Phil said how grateful WCVYS were to the Youth Service for the funding which had allowed WCVYS to award so many and diverse grants. These grants are detailed in the pack.

Janet King from Blackwell Youth thanked WCVYS for the start up and equipment grants which had so helped her youth group. Janet asked why there was a difference in income in the two years 03/04 and 04/05, there being less income in 04/05. Michael explained that in 03/04 the grant included monies for WCVYS Youth Officer's salary, but following a change in procedure, this salary is not now included in the grant.

Michael thanked all members of the Executive Committee for all their contributions to the successful WCVYS year:

Treasurer:	Phil Weston
Secretary:	Ann Clark
Executive Members:	Mike Smith
	Steve Martin
	Bob James
	Margaret Grey
	Bernard Kelly
	Pam Instan

Michael thanked the following members of the various sub committees:

CRB Steering Group: Bernard Kelly; Phil Weston; Sarah Crowley

Grants Sub Committee: Paul Hern; Elaine Cox; Phil Weston; Ann Clark; Bridget Cooper

Training Sub Group: Shirley Daniels; Steve Martin; Lynda Huggan; Trish Stroud

Margaret Gray, Bernard Kelly and Pam Instan would not be standing for re-election due to other pressures on their time.

## 5. Elections to the Executive Committee

### ***Nominations for the Executive Committee:***

Chairman – Michael Hunter

Treasurer – Phil Weston

Secretary – Ann Clark

### ***Committee Members:***

John Bateman

Steve Martin

Mike Smith

Bob James

Jo Dowling

The nominations were proposed 'en bloc' by Steve Tominski, seconded by Martin Radford and agreed unanimously.

## 6. Appointment of Auditors

Michael Hunter called upon Phil Weston who proposed that Howard Painter and Co. be appointed as auditors to WCVYS, for the coming year; seconded by Steve Martin. This was agreed unanimously.

## 7. Any Other Business

- Youth Matters – the green paper is out for consultation until the 4<sup>th</sup> November. Michael urged all members to take a copy and forward their views.  
Steve Martin asked if the DfES were proposing to present the paper to the County, as this had happened in another region. Bridget said this was not planned.

This concluded the business section of the meeting

### **Bridget Cooper – Head of Youth Services in Worcestershire**

Michael introduced Bridget who gave a thought provoking talk, 'Is Partnership good for your Health?'

Bridget explained how good working relationships are between the voluntary and statutory youth sectors in the County. This enhances the facilities available for all young people and meets many diverse needs. This is made more possible because of good partnership working.

The Youth Service had received extra monies which had enabled Bridget to provide additional funds to the voluntary sector. Bridget thanked Michael and Cathy for working closely with the statutory services on the commissioning process. The additional funds will provide more activities for young people across Worcestershire.

Bridget explained how by listening and consulting with young people, healthy partnerships were able to respond to their needs. The consultation with young people on the 'Youth Matters' green paper will be the basis of the County response to Government. One outcome of the green paper will be a reforming of services to young people. Bridget urged everyone to read and convey their opinions to her.

Michael thanked Bridget for her valuable contributions to WCVYS and for attending this evening and giving us an insight into successful partnership work.

## **Youth Work in Action**

**Life in Rural Worcestershire** a presentation by Ian Layton and Young People from the Rural Youth Team

The group presented an amusing sketch which focused on the needs of young people living in rural Worcestershire who wished to make their futures in the countryside. The topics of most concern to young people are housing, careers and transport.

The group had obtained a grant from 'Partners in Innovation' which they had used to run a residential training weekend, where the group had received expert training in team building and presentation skills. They plan to put these skills into action by presenting to agencies who may help them.

Michael thanked the group for a thought provoking presentation.

Cathy told how WCVYS had a membership of 90 groups comprising 20,000 young people. Grant aid goes to various groups, old, new, large and small. One area for grant aid is New Initiatives and during the past year a lot of money had gone to a range of projects.

## **Perdiswell Young People's Leisure Club**

Young People from the Club gave a Power Point presentation depicting the building of the Skate Park and the Lodge and explained how they had spent their 'New Initiative' Grant. A Youth Worker had been employed to consult with the young people at the Club about their needs. The result, a new lodge adjoining the Skate Park, where the young people themselves had designed the décor and are planning the activities. They thanked WCVYS for the grant aid without which they would not have such a good facility.

Cathy thanked the young people for their presentation.

## **Multi Agency Resource Centre**

Another New Initiative Grant had been awarded to this group who had used the money for a dance project; this being the decision of the young people. They had paid for expert tuition and thoroughly enjoyed this new experience. The girls performed some dance routines which were well received by the meeting.

Cathy thanked the group for their performance.

## **Wyre Forest LAFS**

Susan and Martin, with support from Cath Round, described how they had set up this club for young people with learning disabilities and how they had used grant aid to finance some activities. Events included visits to the Snowdome and Cinema. Martin and Susan displayed photographs and invited everyone to view their scrapbook of their many activities at the close of the meeting.

Cathy thanked Susan, Martin and Cath for their input.

## **BCYS**

Sarah Crowley had used a New Initiative grant to compile several 'activity boxes', all on different themes. These are loaned to all their groups in the County. Sarah had brought along some examples of the boxes and their contents and invited people to view them at the end of the meeting.

## **Growing up in the West Midlands**

Dave has been involved with the development of this project. Funding from ChangeUp has enabled various different activities to be set up for young people. Dave advised us to look at the web site for information.

Michael thanked Dave for his work with WCVYS.

## **Close of Meeting**

Michael thanked everyone for attending and for their contributions. He invited everyone to stay and enjoy the refreshments, to look at the various displays and to chat to the young people who had attended this evening and were keen to discuss their activities.

## **Attendance List**

Michael Hunter	WCVYS
Karen Hunter	
Cllr Mrs Jillian Dyer, MBE	Chairman Bromsgrove District Council
Cllr Michael Chalk	Deputy Mayor Redditch Borough Council
Cllr Stephen Williams	Chairman Wyre Forest District Council
Bridget Cooper	Worcestershire County Council
Margaret Gray	Worcestershire County Council
Jenny Murray	Worcestershire County Council
Peter Miller	bayc
Sarah Penny	Youth Service Worcestershire County Council
Lionell Hill	Worcestershire Federation of Young Farmers Clubs
Jim Allsopp	Worcester Action for Youth
Steve Martin	Diocesan Board of Education
Jackie Hooper	Bromsgrove Youth Homeless Forum
Janet King	Blackwell Youth Group
Phil Weston	Perdiswell Young People's Leisure Club
Louie Turner	Perdiswell Young People's Leisure Club
Chris Newton	Perdiswell Young People's Leisure Club
Rachel Betteridge	Perdiswell Young People's Leisure Club
Ann Clark	Kidderminster Scouts
Peter Dunford	Worcestershire Youth Service
Sarah Crowley	Birmingham Catholic Youth Service
Rowan Boyle	UK Youth Parliament
James Golby	Worcestershire Youth Cabinet
Abbey Lewis	Worcestershire Youth Cabinet
Chris Edwards	Worcestershire Youth Cabinet
Samantha Lovett	Worcestershire Youth Cabinet
Hollie Jenkins	Youth Service (New Generation)
Sarah Smith	Youth Service (New Generation)
David Warrington	AQ Youth Club
Nigel Stickly	AQ Youth Club
Roy Davis	AQ Youth Club
Cath Round	WCVYS
Susan Buttery	Wyre Forest LAFS
Martin Radford	New Horizons
Steve Tominski	Friday Fun Club
Jackie Baker	MARC
Jasmine James	MARC
Joanne Hill	MARC
Amie Hutchins	MARC
Vicky Bates	MARC
Summer James	MARC
Jen Chidlow	MARC
Craig Matthews	MARC
Dave Boucker	WCVYS
Cathy Clement	WCVYS

## **Apologies List**

Dr George Lord	Leader of Worcestershire County Council
Right Rev Dr Peter Selby	Bishop of Worcester
Chief Constable Paul West	West Mercia Police
Superintendent Rod Reynolds	West Mercia Police
Tina Dodd	West Mercia Police
Spartaca Chevannes-Reeves	West Mercia Police
Christopher Jenson	West Mercia Criminal Justice Board
Cllr Liz Eyre	Worcestershire County Council
Pete Sugg	Children's Fund
Terry Denslow	Youth Service Worcestershire County Council
Cllr Di Rayner	Leader of Malvern Hills DC
Cllr M A Jennings	Leader of Wychavon DC
Cllr Aubrey Tarbuck	Mayor of Worcester
Lesley Fox	Wyre Forest District Council
Richard Quallington	Community First
Roger Little	Connexions
Cllr Barry Gandy	Worcestershire County Council
Rev David Morphy	Diocese of Worcester Board of Education
Chris Sholl	Social Services
Jenny Kimberlee	NHS Sexual Health
Elsbeth Rolls	Community First
Jo Dowling	Worcestershire Girl Guiding
Carol Thompson	Hereford & Worcestershire Scouts
Sally Ellison	Worcester Volunteer Centre
Sascha McDonald	Wyre Forest Self Advocacy
Dene Hazelwood	Worcestershire Fed of Young Farmers Clubs
Kate Walton	Pershore Volunteer Centre
Sue Poyer	Droitwich & Rural Volunteer Centre
Elaine Cox	Hereford & Worcester Girls' Brigade
Mike Smith	Birmingham Federation of Clubs for Young People
Bob James	H & W Scouts
Pam Instan	Worcestershire GirlGuiding
Margaret Harle	Worcestershire GirlGuiding
John Bateman	WCVYS
Fiona Mitchell	WCVYS Approved Deliverer
Mary Miles	WCVYS Approved Deliverer
Richard Wood	WCVYS Approved Deliverer
Kevyn Cox	WCVYS Approved Deliverer
Jo Banfield	WCVYS

**Charity number: 1092137**

**Worcestershire Council for Voluntary Youth Services**  
**Report and Financial Statements**  
**For the Year Ended 30 April 2006**

# **Worcestershire Council for Voluntary Youth Services**

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**Worcestershire Council for Voluntary Youth Services  
Report of the Executive Committee for the Year Ended 30 April 2006**

**Legal and administrative information**

**Officers**

**Chairman (and charity contact)**

Michael Hunter,  
8 Chestnut Close, Hampton, Evesham. WR11 2PA  
email - michael@wcvys.co.uk

**Secretary**

Ann Clark, Kidderminster Scouts

**Treasurer**

Phil Weston, Perdiswell Young People's Leisure Club

**Executive Committee Members (Trustees of the Charity)**

John Bateman  
Jo Dowling, Girlguiding Worcestershire (from 26 September 2005)  
Margaret Gray, WCC (until 26 September 2005)  
Pam Instan, Girlguiding Worcestershire (until 26 September 2005)  
Bob James, Hereford & Worcester Scouts  
Bernard Kelly, Worcester YMCA (until 26 September 2005)  
Steve Martin, Worcester Diocese  
Mike Smith. Birmingham Federation of Clubs for Young People

**Co-opted Members of the Executive Committee (not Trustees of the Charity)**

Mark Farmer (from 27 October 2005)  
Duncan Berry (from 12 January 2006)

**Staff**

Cathy Clement, Youth Officer (cathy@wcvys.co.uk)  
Dave Boucker, Children's Officer (dave@wcvys.co.uk)  
Joanne Banfield (jo@wcvys.co.uk)

**Office Address**

c/o Kidderminster Youth House  
Bromsgrove Street, Kidderminster DY10 1PF  
Telephone Number: 01562 748450 Website: [www.wcvys.co.uk](http://www.wcvys.co.uk)

**Independent Examiner**

Howard Painter & Company Limited,  
Chartered Accountants  
26 Sansome Walk, Worcester WR1 1LX

**Bankers**

National Westminster Bank plc  
5 Victoria Square, Droitwich WRT9 8DF

**Worcestershire Council for Voluntary Youth Services  
Report of the Executive Committee for the Year Ended 30 April 2006 continued**

**Governing document**

Worcestershire Council for Voluntary Youth Services (the Council) is a Registered Charity, number 1092137, and is governed by a constitution adopted on 24 September 2001 and amended on 23 September 2004. The principal object is to:

*Help and advance the education of young people in Worcestershire so as to develop their physical, mental and spiritual capacities that they may grow to full maturity as responsible members of society.*

**Management and governance**

Management of the Council is vested in an Executive Committee which consists of not less than six nor more than fifteen members. The membership of the Executive includes a Chairman, a Secretary and a Treasurer. The Executive Committee must meet at least twice in any year. The members of the Executive Committee are elected annually at the Annual General Meeting and are the trustees of the Charity. Any member retiring from the Executive Committee at an AGM may offer him or herself for re-election.

**From Michael Hunter, Chairman**

I am pleased to be able to present the report of the Executive Committee for the year 2005-2006. This has been a very busy year as opportunities to get involved in consultation presented themselves.

**Achievements and Performance**

In line with Government policy all services for Children and Young People within the County Council are being brought together. Richard Hubbard was appointed Director of Children's Services. Before proposing a new structure Worcestershire Council for Voluntary Youth Services was involved in the wide-ranging consultation which took place with all the stakeholders in the Worcestershire Children's and Young People Strategic Partnership. From those consultations the Draft Children's and Young People's Plan was produced and we assisted in the distribution of copies of the proposals to those on our contact list and have been involved in a number of consultation events.

We are grateful for the support that Worcestershire County Council Youth Service continues to give us through the grants money we receive to distribute to clubs and groups across the County and also for seconding the Youth Officer and providing office space and clerical support. Details of the grants are given in an appendix to the report.

Worcestershire Council for Voluntary Youth Services would like to thank Worcestershire's Children's Fund for the continued support, which has enabled us to retain the good services of Dave Boucker, the Children's Officer.

Worcestershire Council for Voluntary Youth Services was pleased to be involved in the pilot of the TryAngle Awards, which recognise the achievements of young people. The presentation reception at Worcester Rugby Club was well supported and enjoyed by all who took part.

We have been active members of the Worcestershire Infrastructure Consortium, which was successful in ChangeUp funding which included supporting the development of ICT in the sector. Plans are in hand to provide new computers and to develop new web-sites for the members.

**Worcestershire Council for Voluntary Youth Services**  
**Report of the Executive Committee for the Year Ended 30 April 2006 continued**

The US2 project, funded through the Local Network Fund, which has worked with two groups of young people with learning disabilities in the Wyre Forest Area, came to a satisfactory end. The two clubs, which were set up, continue to run successfully providing opportunities for the young people to meet together and enjoy a wide range of activities. The project was seen as a pilot and already a group in Wychavon is looking to follow the same approach to set up a similar group there.

We have been working with the National Council for Voluntary Youth Services to deliver 'Safe Systems' which encourages organisations to review their practices and procedures in respect of safeguarding children and young people. Evidence has to be provided to show that organisations have policies and are working to the required standards in recruitment (volunteers and paid workers), management and risk assessment.

Over the winter we successfully ran the Lord Lieutenant's Certificate, a course for 16 to 21 year olds who have leadership roles in their groups and who are interested in developing their skills in youth work. Plans are already in hand to run the course again in the coming year.

The 'business as usual' has also kept us busy. With a membership of over ninety groups we respond to requests for advice and help on a range of issues from policy development, assisting in grant applications, risk assessments and programme ideas. We have supported six new groups to set up in rural areas, including one group which is young people-led.

Each month we circulate a newsletter and training bulletin by post and email. This is designed to keep members and others, up to date with Worcestershire Council for Voluntary Youth Services news, strategic developments, funding opportunities, good practice and programme ideas.

Worcestershire Council for Voluntary Youth Services undertook research into 'undiscovered' groups working with children and young people and then included these groups within the district-based networks. Local meetings were held and information from the meetings circulated. In Redditch and Bromsgrove we worked with BARN, (Bromsgrove and Redditch Network) so that we could all be better informed about the Local Strategic Partnerships.

We continue to support members as a registered body for Criminal Record Bureau Disclosures. Forty-six clubs and organisations have signed up. The number of checks we have completed also continues to increase. This is an invaluable service particularly for the smaller clubs who get five free checks for volunteers each year as a benefit of membership. We also occasionally provide the service to other groups working with children and young people.

Representation and Consultation has continued in various ways. Dave Boucker has been involved in facilitating a number of consultation exercises with children and young people. Dave has developed processes to ensure that the consultations with young people are meaningful and provide good feedback.

Worcestershire Council for Voluntary Youth Services continues to represent the sector on committees such as the Children's Fund Management Board, the Local Management Committee of Connexions, the Teenage Pregnancy and Parenting Partnership and Engaging Worcestershire.

## **Worcestershire Council for Voluntary Youth Services Report of the Executive Committee for the Year Ended 30 April 2006 continued**

We successfully tendered to the Children's and Young People's Strategic Partnership to develop a communication and involvement strategy and run consultation events and a county voluntary sector conference at which the speaker was Richard Hubbard.

The training sub group met regularly and has forged close links with the Youth Service. An increasing number of workers from the voluntary sector have been accessing training opportunities provided by the Youth Service and we have had an input into the delivery of some of these courses. We have also worked with Worcester Diocese to deliver courses on Risk Assessment and Challenging Behaviour.

Towards the end of the year the Government announced that the Transforming Youth Work money would be cut. Part of this funding has been used by the Youth Service to pay for our Youth Officer's post. Because of restructuring within the County Council there is pressure on funding for the Youth Service. We are in discussions with Geoff Taylor-Smith and Bridget Cooper to see how we can continue to work together to support the voluntary sector across Worcestershire.

An organisation like ours only continues to be successful if there is continued commitment from the members of the Executive Committee and staff members. I would end by recording my appreciation for the considerable amount of time given by the trustees and not only the outstanding commitment from Cathy and Dave ably supported by Jo Banfield but also the excellent work done by a number of approved deliverers on our behalf.

### **Financial Review**

During the year the Council received £119,365 (£83,625 – 2005) in grants, principally from Worcestershire County Council (£52,680 (£51,500 – 2005)) and Children's Fund (£37,560 (£30,300 – 2005)). In addition £23,125 was received from Change Up Funding (nil – 2005) with a further £6,000 from Local Network Funding (Nil – 2005).

£41,550 (£45,914 – 2005) was given as grant aid to various organisations (see note 5 to the Financial Statements for a list of recipients). A further £60,849 (£42,978 – 2005) was expended in respect of costs in pursuing the charitable objectives. The main part of this cost being salaries and associated taxes (NI etc).

The Executive Committee is pleased with the surplus generated for the year as it has created the funds to achieve the Council's reserve policy (see below).

### **Plans for the future**

The Executive Committee has been reviewing our activities with a view to the future. Over the last three years there has been an increase in our strategic representation of the sector but the need for support for clubs has not diminished. As the changes in the statutory sector are implemented we believe there may be more opportunities for Worcestershire Council for Voluntary Youth Services, as well as other voluntary youth and community organisations, to deliver services. One such opportunity has arisen already and we have been contracted to undertake a project for the Worcestershire Safeguarding Board during the autumn of 2006. In addition to this the Executive Committee is considering a number of options and hope to find ways to extend the direct support to clubs for the future.

### **Reserves Policy**

The Executive reviewed its Reserves policy in March 2005. The policy is to create and maintain reserves to cover the Charity's operational costs for a period of six months.

**Worcestershire Council for Voluntary Youth Services**  
**Report of the Executive Committee for the Year Ended 30 April 2006 continued**

**Grant Making Policy**

Grants are only awarded from funds already received by the Council. Grant applications are reviewed by the Executive Committee and provided the application complies with Council's charitable objectives and funds are available, the grant is awarded. Grants may not be carried over from one year into the next.

**Statement of Trustees responsibilities**

Charity law requires the trustees to prepare financial statements for each financial year which show a true and fair view of the state of affairs of the charity and its financial activities for that period. In preparing those financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently:
- Make judgements and estimates that are reasonable and prudent:
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements: and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operational existence.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 1993. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved on 14 September 2006 and signed on behalf of the Trustees by:

Michael Hunter  
Chairman

## **Independent Examiner's report to the trustees of Worcestershire Council for Voluntary Youth Services**

I report on the financial statements for the year ended 30 April 2006 set out on pages 7 to 12.

### **Respective responsibilities of the Trustees and Examiner**

The Charity's Trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act)) and that an independent examination is needed.

It is my responsibility to:

- a) Examine the accounts (under section 43 of the Act);
- b) To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 43(7)(b) of the Act); and
- c) To state, whether particular matters have come to our attention.

### **Basis of independent Examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

### **Independent Examiner's statement**

In connection with my examination, no matter has come to my attention:

1. Which gives me reasonable cause to believe that, in any material respect, the Trustees have not met the requirements to ensure that:
  - Proper accounting records are kept (in accordance with section 41 of the 1993 Act); and
  - Accounts are prepared which agree with the accounting records and to comply with the accounting requirements of the Act: or
2. To which, in my opinion, attention should be drawn to enable a proper understanding of the accounts to be reached.

Howard Painter B.Sc., F.C.A  
Howard Painter & Company Limited  
26 Sansome Walk  
Worcester  
WR1 1LX

15 September 2006

**Worcestershire Council for Voluntary Youth Services**  
**Statement of Financial Activities for the Year Ended 30 April 2006**

	Notes	Total Unrestricted Fund 2006 £	<i>Total Unrestricted Fund 2005 £</i>
<b>Incoming Resources</b>			
Voluntary income- Grants	2	119,365	83,625
Investment Income	3	1,118	862
Other	4	6,694	2,525
<b>Total incoming resources</b>		<b><u>127,177</u></b>	<b><u>87,012</u></b>
<b>Resources expended</b>			
Charitable activities	5 & 9	101,719	88,892
Other	9	680	340
		<u>102,399</u>	<u>89,232</u>
Costs of generating funds			
Governance costs	6	363	352
<b>Total resources expended</b>		<b><u>102,762</u></b>	<b><u>89,584</u></b>
Net incoming resources/ Net movement in funds		24,415	(2,572)
<b>Reconciliation of Funds</b>			
Total funds brought forward		18,397	20,969
<b>Total funds carried forward</b>		<b><u>42,812</u></b>	<b><u>18,397</u></b>

**Worcestershire Council for Voluntary Youth Services**  
**Balance Sheet as at 30 April 2006**

	<b>2006</b>		<b>2005</b>	
	£	£	£	£
<b>Current Assets:</b>				
NatWest Current Account	(24,804)		(16,241)	
NatWest Clubs Reserve Account	65,740		32,398	
NatWest Members Current Account	2,239		2,530	
	<u>43,175</u>		<u>18,687</u>	
<b>Current Liabilities:</b>				
Accruals	<u>(363)</u>		<u>(290)</u>	
<b>Net Current Assets:</b>		<u>42,812</u>		<u>18,397</u>
<b>Total Net Assets</b>		<u><u>42,812</u></u>		<u><u>18,397</u></u>
Represented by:				
<b>Total Unrestricted funds</b>		<u><u>42,812</u></u>		<u><u>18,397</u></u>

These accounts were approved by the Trustees on 14 September 2006 and were signed on their behalf by:-

Michael Hunter  
Chairman

The notes on pages 9 to 12 form part of these accounts.

**Worcestershire Council for Voluntary Youth Services**  
**Notes to the Financial Statements**  
**For the Year Ended 30 April 2006**

**1. Accounting policies**

In preparing the accounts the following accounting policies have been complied with:

- a) These accounts have been prepared under the historic cost convention and in accordance with applicable accounting standards. The accounts are in accordance with applicable accounting standards, the Charities SORP 2005 (Accounting and Reporting by Charities) and comply with the Charities (Accounts and Reports) Regulations 2005 issued under the Charities Act 1993.

**b) Incoming Resources**

All incoming resources are included when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Investment income is recorded when receivable.

**c) Resources expended**

All expenditure is accounted for on an accruals basis. Expenditure on grants is recorded once the Trust has made an unconditional commitment to pay the grant and this is communicated to the beneficiary or the grant has been paid, whichever is the earlier, The Trust has not made any grant commitments of more than one year.

**d) Tangible assets and depreciation**

Items costing more than £1,000 are capitalised and included at cost.

**e) Funds accounting**

Funds held by the charity are unrestricted. The funds can be used in accordance with the charitable objects at the discretion of the trustees.

<b>2. Grants and donations</b>	<b>2006</b>	<b>2005</b>
	<b>£</b>	<b>£</b>
Grants – Unrestricted:		
Worcestershire County Council	52,680	51,500
Children’s Fund	37,560	30,300
Change Up Funding	23,125	-
Local Network Funding	6,000	-
Other	-	1,825
	<u>119,365</u>	<u>83,625</u>
<b>3. Investment income</b>	<b>2006</b>	<b>2005</b>
	<b>£</b>	<b>£</b>
Deposit interest	<u>1,118</u>	<u>862</u>

**Worcestershire Council for Voluntary Youth Services**  
**Notes to the Financial Statements continued**  
**For the Year Ended 30 April 2006**

<b>4. Other Income</b>	<b>2006</b>	<b>2005</b>
	<b>£</b>	<b>£</b>
Membership Subscriptions	1,074	922
CRB	316	355
Community First	2,500	
Birmingham Ass Youth Club	1,144	
Other	<u>1,660</u>	<u>1,248</u>
	<u>6,694</u>	<u>2,525</u>

**5. Material grants**

Material grants have been advanced to the following organisations:

	<b>2006</b>	<b>2005</b>
	<b>£</b>	<b>£</b>
Hereford & Worcester Scouts	4,965	6,728
Birmingham Federation of Young People	-	6,500
PYPLC	3,853	3,851
Worcester Guides	2,041	3,801
Diocese of Worcester	-	2,559
Malvern Special Families	-	2,500
Worcester YFC	2,576	1,855
Malvern Boys Brigade	1,083	1,564
Malvern Sea Cadets	3,325	-
Medway Road YC	2,334	-
Resources	2,664	-
Other grants under £1,000	<u>18,709</u>	<u>16,556</u>
	<u>41,550</u>	<u>45,914</u>

**6. The resources expended by the Charity include:**

	<b>2006</b>	<b>2005</b>
	<b>£</b>	<b>£</b>
Independent examiner's fee	363	352

**7. Staff costs**

	<b>2006</b>	<b>2005</b>
	<b>£</b>	<b>£</b>
Wages and salaries	33,798	33,697

The average weekly number of employees, calculated as full time equivalents, during the year was 2 (2005 – 2).

No employee received remuneration of more than £50,000.

Committee members are not remunerated. The aggregate amount of expenses reimbursed to committee members for the year is £47 (2005 - £90).

**8. Related Party Transactions**

None of the trustees were paid any remuneration or expenses by the charity during the year (2005 none).

**Worcestershire Council for Voluntary Youth Services**  
**Notes to the Financial Statements continued**  
**For the Year Ended 30 April 2006**

**9. Analysis of Charitable Expenditure**

The charity met its charitable purposes by providing services including organisational and capacity building support and by making Grants to support work with children and young people. The expenditure for the Charity falls into three categories services, grants and other. The support costs for these activities is analysed in relation to each activity as follows: -

**Programme**

	Grant funding institutions £	Support Costs £	Total £
Services		54,909	54,909
Grants	41,550	5,260	46,810
Other	-	680	680
	<u>41,550</u>	<u>60,849</u>	<u>102,399</u>

**10. Support Costs**

Support costs, including staff salaries and expenses are split between services and grant making and governance on the estimated time spent on each activity as shown in the table below. Support costs apportioned to the difference aims of the charity are shown in note 10 above.

Support Costs	Basis of apportionment	Charitable Activity	Governance	2006 Total	2005 Total
Services and grant making	Work done	60,849	-	60,849	43,317
Independent examiners fees	Actual	-	363	363	352
Total resources expended		<u>60,849</u>	<u>363</u>	<u>61,212</u>	<u>43,669</u>

**11. Analysis of creditors**

**2006**  
**£**

**2005**  
**£**

**Amounts falling due within one year**

Independent examiner's fee	363	352
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**Worcestershire Council for Voluntary Youth Services**  
**Notes to the Financial Statements continued**  
**For the Year Ended 30 April 2006**

**12. Analysis of the net movement in funds – All Unrestricted Funds**

	£
Balance brought forward 1 May 2005	18,397
Net incoming resources	<u>24,415</u>
Balance carried forward 30 April 2006	<u>42,812</u>

**Represented by:**

Net Current assets	<u>42,812</u>
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The unrestricted funds of the Charity may be applied for any charitable purpose at the discretion of the Trustees.

## WCVYS - GRANTS 2005 - 2006

### START UP GRANTS

Kingdom Vision Youth Group	£200.00
Bethel United Church Youth Club	£200.00
Blackwell Youth	£200.00
3rd Worcester Scouts	£200.00
Malvern District Scouts	£200.00
Badsey Guides Senior Section	£200.00
Upton Youth Crew	£200.00 *
Wychbold Youth Club	£200.00
Bredon Youth Club	£200.00
<b>TOTAL ALLOCATED</b>	<b>£1,800.00</b>
<b>TOTAL CLAIMED</b>	<b>£1,600.00</b>

### LARGE ORGANISATIONS

Diocese of Worcester	£500.00
GirlGuiding Worcestershire	£500.00
H & W Scouts	£500.00
BCYS	£500.00
Boys' Brigade Worcestershire	£300.00
Wallace House	£200.00
BFCYP	£500.00
St John Ambulance	£200.00
Worcs Fed Young Farmers Clubs	£400.00
PYPLC	£500.00
<b>TOTAL ALLOCATED &amp; CLAIMED</b>	<b>£4,100.00</b>

### MINIBUS GRANTS

BCYS	£106.00
Evesham Adventure Playground	£200.00 *
3rd Worcester Scouts	£50.00
Rock Solid Malvern	£20.00
2nd Broadwater & Wolverley Guides	£48.00
Droitwich Scouts	£48.00
Girlguiding Senior Section	£26.00
16th Worcester Scouts	£100.00 *
Redditch Guides	£30.00
Kidderminster Rangers	£34.00 *
AQ Youth	£80.00
Ombersley Young Farmers' Club	£100.00 *
Badsey Guides Senior Section	£100.00 *
PYPLC	£86.00
<b>TOTAL ALLOCATED</b>	<b>£1,028.00</b>
<b>TOTAL CLAIMED</b>	<b>£494.00</b>

### TRAINING

Malvern Boys' Brigade	£1,083.00
Malvern Boys' Brigade	£72.00 *
Malvern Sea Cadets	£16.00 *
Diocese (partnership with WCVYS)	£1,052.00
AQ Youth	£294.00
Worcs Girlguiding	£2,041.00
H&W Scouts	£4,965.00
Worcs Boys' Brigade	£48.00
Worcs Fed Young Farmers Clubs	£2,576.00
Honeybourne Youth Club	£72.00
Wallace House	£250.00 *
H&W Girls' Brigade	£252.00
BCYS	£118.00
Harvington Youth Project	£940.00
Diocese Worcs	£663.00
<b>TOTAL ALLOCATED</b>	<b>£14,442.00</b>
<b>TOTAL CLAIMED</b>	<b>£14,104.00</b>

### GOVERNANCE

Diocese Worcs	£500
<b>TOTAL ALLOCATED &amp; CLAIMED</b>	<b>£500</b>

### EQUIPMENT GRANTS

W Inca Scouts	£500.00
Broadway Guides	£500.00
1st Kempsey Guides	£200.00
KD8 Scouts	£336.00 *
Fusion	£373.00
Severn Stoke Guides	£200.00
Oldington & Foleypark Community	£348.00
Girlguiding Worcs	£265.00
Activate	£500.00
Astwood Bank Scouts & Guides	£200.00
Blackwell Youth	£276.00
PYPLC	£500.00
9th Worcester Scouts	£500.00
3rd Stourport Guides	£168.00
Malvern Boys' Brigade	£500.00
Ombersley Youth Club	£184.00
St Chads Church Youth Club	£500.00
Medway Road Youth Club	£408.00 *
1st Kidderminster Sea Scouts	£500.00
Bewdley Baptist Church Youth Club	£500.00
Rhydd Covert Activity Centre	£500.00 *
MARC	£320.00 *
Leigh Explorers	£500.00
Girlguiding Welland	£200.00
Worcs Fed Young Farmers Clubs	£461.00
Wythall YFC	£84.00 *
WAY	£200.00 *
<b>TOTAL ALLOCATED</b>	<b>£9,723.00</b>
<b>TOTAL CLAIMED</b>	<b>£7,875.00</b>

### NEW INITIATIVES

Friday Fun Club	£190.00
Malvern Sea Cadets	£3,325.00
Ombersley Youth Club	£490.00
Medway Road Youth Club	£2,334.00
Harvington Youth Project	£750.00
Splat Youth Group	£672.00
Resources	£2,664.00 *
St John Ambulance	£277.00
Feckenham Senior Youth Club	£500.00
Fernhill Heath Youth Club	£200.00
PYPLC	£3,853.00
BCYS	£352.00
<b>TOTAL ALLOCATED</b>	<b>£15,607.00</b>
<b>TOTAL CLAIMED</b>	<b>£12,943.00</b>
<b>TOTAL ALLOCATED</b>	<b>£47,200.00</b>
<b>TOTAL PAID OUT</b>	<b>£41,616.00</b>
<b>STILL TO BE CLAIMED</b>	<b>£5,584.00</b>

\* not claimed by 31st April 2006.

### 04/05 GRANTS PAID 05/06

Sacred Heart Youth Club	£200.00
St Peters Youth Club	£144.00
Wyre Forest Advocacy	£348.00
MARC	£100.00
Bewdley Baptist Church Youth Club	£500.00
Harvington Youth Club	£304.00
<b>TOTAL</b>	<b>£1,596.00</b>